

**Basic Subject Cataloging Using LCSH**  
**Workshop Needs Assessment**

Please answer the following questions to help the instructors determine areas to stress in this Workshop. Return your completed Needs Assessment to the sponsor of your Workshop as instructed.

**I. Information about you**

What kind of library do you work in?

- ☐ National library
- ☐ Large academic/Research
- ☐ Small academic/Community college
- ☐ Special library (e.g., law, theology, art, hospital, museum, etc.)
- ☐ Public library
- ☐ Corporate/Commercial
- ☐ National government (e.g., federal agency, military, etc.)
- ☐ State/province or Local government
- ☐ School (for ages 5-18)
- ☐ Other. Please identify type: \_\_\_\_\_

What is your experience?

- ☐ years cataloging
- ☐ years using MARC formats
- ☐ years assigning Library of Congress Subject Headings
- ☐ years performing database maintenance of subject headings
- ☐ years using other subject heading systems; please explain:

☐ I am not a cataloger: please explain what your job entails:

Which bibliographic utility or utilities do you use?

- ☐ OCLC
- ☐ RLIN
- ☐ Other. Please identify: \_\_\_\_\_

Do you participate in: ☐ SACO ☐ NACO ☐ BIBCO ☐ CONSER

If you catalog in a particular subject area or format, please identify it:

In what areas do you typically have problems or questions:

- ☐ determining what a work is about
- ☐ finding appropriate headings in LCSH
- ☐ assigning subdivisions
- ☐ determining the order of subdivisions
- ☐ interpreting information in authority records
- ☐ MARC tagging
- ☐ other:

## II. Expectations for the course

This course is intended to teach general skills in subject analysis using LCSH. The core sessions of the course are followed by two sessions with a more specialized focus. One or both of these sessions can be omitted if the workshop runs less than two full days.

Please rank (1-2) the sessions of greatest interest to you:

☐ Specialized subject areas and formats: highlights special practices in subject cataloging for history, music, literature, serials, electronic resources, and cartographic materials.

☐ Introduction to SACO: provides a very brief introduction to the Subject Authority Cooperative Program and to the process of proposing a new subject heading.

Do you have any other comments on what you hope to learn from this workshop?